

**REYNOLDS SECONDARY SCHOOL
PAC MEETING MINUTES - APPROVED**



**November 9, 2017
7:00 p.m. Room 202**

ATTENDEES:

Rhonda Sylven, *Chair*
Connie McConnell, *Vice Chair*
Tara Black, *Treasurer*
Tina Sulea, *Secretary*

Tom Aerts, *Principal*
Adrienna vanHoek-Patterson
Laura Lancaster
Mahia Frost

Michele Sealey
Ruth Smith

| ITEM | INFORMATION |
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| Welcome | Welcome and recognition of the host First Nation Peoples and their traditional territory was done |
| Agenda | Agenda was approved as written |
| Minute | A motion was made by Adrienna and seconded by Michelle to approve the minutes from Oct 11, 2017 - APPROVED |
| Chair's Report (Rhonda) | <p>Correspondence</p> <ul style="list-style-type: none"> • Nothing to report <p>Calendar Review November/December</p> <ul style="list-style-type: none"> • Calendar was reviewed <ul style="list-style-type: none"> ○ Nov 10 Remembrance Day ceremony. Elizabeth May will be attending along with other special guests. Rhonda will attend as a representative for PAC <ul style="list-style-type: none"> ▪ There is a tea in the conference room at 9:45am ○ Nov 17 Report cards go home ○ Grad photos happening now until Nov 21 ○ Nov 24 Pro-D Day ○ Nov 29 Early Dismissal of 1:55 pm ○ Dec 4 Band Concert ○ Dec 8 Grad Dinner Dance – Tickets will be on sale soon. Event is held in the gym. ○ Mr. Aerts noted that in past years there has been an event after the dinner/dance. It is not a Reynolds school sanctioned event. It is organized by grad students and is held off school property. ○ Mr. Aerts to confirm year end awards date for June 2018 <p>Parent Education Evening Update</p> <ul style="list-style-type: none"> • It was recommended to invite Reg Fleming from South Island Discovery to speak to parents about how to talk to your kids about drug use. • Planning to use the theater, having more than one speaker and extending the invitation to Cedar Hill Middle School Parents • Tentative date of PAC meeting night, January 11, alternatively, we can move the PAC meeting to January 18 – <i>Rhonda to confirm Reg Fleming's availability</i> <p>Digital Sign Update</p> <ul style="list-style-type: none"> • Digital sign is on order and scheduled to arrive in 6-8 weeks • Saanich municipal bylaws apply to the digital sign. A handbook will be created to clarify what can and can not be put on the sign (ie. Graphics, moving text). The sign will need to be hardwired with a network Ethernet cable from the school to the corner then Wi-Fi from the corner to the sign |
| Treasurer's Report (Tara) | <p>Statement of Account</p> <ul style="list-style-type: none"> • Operating account balance is \$3,051 • \$1,754 was raised from the online auction • 50/50 funds and online auction money will go to Cops4Cancer once we get cheques <p>Budget Committee Presentation of Proposed Allocation of Funds</p> <ul style="list-style-type: none"> • \$38,000 was requested - \$21,000 of \$24,000 will be granted • There will be letters sent out next week to all applicants regarding the result of their application • Groups that didn't get all the money they asked for will be told to apply again in Feb 2018 |

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| | <ul style="list-style-type: none"> • Social Studies 10 was declined based on gaming law that states funds can't be used for curriculum related activities such as field trips <ul style="list-style-type: none"> ◦ Our Request for Funding form is out of date and the rules have changed ◦ <i>Form will be updated by Tara</i> ◦ <i>Tina to scan the applications and add to Google account</i> • \$2,410 is left in the gaming account for February 2018 • A motion was made by Tara and seconded by Mahia to approve the allocation of gaming funds as recommended by the Budget Committee – APPROVED |
| Principal's Report (Mr. Aerts) | <p>The Learning Centre (TLC) – Uses of Room 202</p> <ul style="list-style-type: none"> • Bree, EA from TLC was present to talk about the functions of room 202 • Students can work on online classes or write missed tests over the lunch hour • The criteria document for Learning Strategy Assessment was passed around • Learning strategies is a class that students can sign up for <ul style="list-style-type: none"> ◦ <i>Bree was asked to write a blurb about room 202 for the PAC Facebook page</i> <p>Review of Lock Down/Hold and Secure situation from October</p> <ul style="list-style-type: none"> • Armed robbery at London Drugs triggered a <i>Lockdown</i> in the school that was then downgraded to a <i>Hold and Secure</i> to keep students in the building due to the risk outside of the building • There was some discussion regarding staff and students being outside the classroom or school when a lockdown occurs • The gym had university reps visiting the school at the time of the lockdown. The military college personnel assisted with getting everyone to a safe area as it was difficult to hear administrator's instructions on where to go. • Teachers and staff participated in a debriefing at the end of the day with Saanich Police Department. • <i>Shelter and Secure</i> is a new protocol for situations happening outside the school such as a cougar sighting, power line down or major accident <ul style="list-style-type: none"> ◦ Shelter and Secure is when the school's outside doors are locked and students are not allowed to leave but can continue to go about normal business inside the school ◦ Training will be provided to staff and students for the new protocol ◦ Lockdown drills are always communicated to parents in advance <ul style="list-style-type: none"> ▪ It was recommended to advise students what to do when they are in a situation where they are not supervised by a staff member <p>Review of Reynolds Earthquake Preparedness</p> <ul style="list-style-type: none"> • Tabled for next meeting |
| Information Items (Rhonda) | <p>VCPAC October Meeting Report – Next meeting is Nov 28</p> <ul style="list-style-type: none"> • Discussion on dress code and lunch monitors • Report on earthquake preparedness in the district <p>Request From District for Parent Input on 2018/19 Budget</p> <ul style="list-style-type: none"> • See letter from district that is on November Agenda. Deadline to give input is Nov 22, 2017 <p>BCCPAC Funding Application from VCPAC</p> <ul style="list-style-type: none"> • Rhonda will send in request for funding \$75 to renew BCCPAC membership |
| Secretary's Report | <p>Gmail Account for PAC</p> <ul style="list-style-type: none"> • Personal information stored on servers in the USA are subject to the US Patriot Act • All personal information such as phone numbers and addresses will be redacted from PAC documentation prior to uploading to the Google account • The PAC will use the Gmail account to send communication on behalf of the PAC <ul style="list-style-type: none"> ◦ Email address is: reynoldssecondarypac@gmail.com • A motion was made by Tina and seconded by Connie to start a Google account for the PAC and access will be provided to the PAC executive - APPROVED |
| Parent Group Reps | <p>Parent Group Representatives:</p> <ul style="list-style-type: none"> • Soccer – Tara and Tyler Black <ul style="list-style-type: none"> ◦ There are 130 students in soccer academy (girls and boys) ◦ Fundraising dance is scheduled for Feb 24, 2018 ◦ Travel – Gr. 11/12 teams to Toronto and Gr 9s to Vancouver (UBC, Whitecap facility) |

| ITEM | INFORMATION |
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| | <ul style="list-style-type: none"> • Flex – Laura <ul style="list-style-type: none"> ○ Students went to the Astronomy Symposium at UVIC ○ Also visited the Legislature and sat in on question period ○ Students are planting native plants in front of the school as part of the Garry Oak restoration project in partnership with Songhees Nation and Saanich Municipality ○ More details to come regarding fundraising • Theater – Parent Rep needed • Athletics – Laura <ul style="list-style-type: none"> ○ Boys and girls cross-country competed in Vancouver (in the snow!) ○ Swim team is competing in provincials ○ Sr. boys volleyball are in the playoffs ○ Sr. boys soccer won Islands ○ Rowing team competed in City Championships last weekend ○ Basketball has started • French – Monika <ul style="list-style-type: none"> ○ Nothing to report • Music – Ruth Smith <ul style="list-style-type: none"> ○ Blow Out Dust concert was excellent; had to bring in more chairs for spectators ○ Choir is going to Comox on Nov 17 ○ Musical and pit band are practising ○ Hillside Night of Light tickets are being sold <ul style="list-style-type: none"> ▪ There was a suggestion to put tickets in the office so folks who don't know a music student can still buy them ○ Senior band and choir will be performing at the Saanich Remembrance Day ceremony on Nov 11 |
| Other Business | <ul style="list-style-type: none"> • Plans for December meeting: <ul style="list-style-type: none"> ○ Please bring a new pairs of socks to donate to the Cool Aid Society who give them out to people who come in for medical care ○ Rhonda will get a box for the office to collect socks until Dec 20 for others who wish to donate but can't attend the meeting ○ Rhonda will bring treats to share for Dec 7 meeting and others are invited to bring treats as well |
| Adjourned | Meeting adjourned at 8:50 p.m. |

Next Scheduled Meeting: Thursday, December 7, 2017, at 7:00 p.m. Location to be announced.